

PRIVATE SECURITY TRAINING NEWS

TO: <<NAME>>

FROM: The Private Security Services Training Unit

RE: Training News for January 2007

OPERATIONAL / POLICY UPDATE

Fingerprinting by training schools. We have received a couple of requests for training on fingerprinting. I would like to find out how many instructors would want training on rolling of fingerprints. There is no certification for this, and no training required in order to roll prints. However, if enough individuals feel that this would be beneficial, we can work on trying to schedule a workshop for you. If you are interested, please send an e-mail response to PSSTraining@dcjs.virginia.gov by the end of the month indicating your interest and what location you are in. We will follow-up with results at a later date.

Photo requests by students. Robbie Robertson has received calls from individuals stating that they want a new photo on their ID card after one has already been issued to them with the original photo. Please be aware that we utilize the photo already on file for all ID cards. If an individual wants to replace their existing photo, they will need to submit a request in writing (fax is fine) asking DCJS to delete the current photo so that a new one can be submitted. Also, if they are making this request when an ID has already been issued, they will need to submit the duplicate/replacement photo ID application and fee to receive a new card. Please be sure to verify that they have done this prior to sending an updated photo to us.

Session cancellations. Canceling a session is done to alert DCJS that no class will be held. This helps us in planning field activity in an efficient and cost effective manner. If a session must be cancelled, the regulations specify:

6 VAC 20-171-300. Private security training session.

B. Administrative requirements.

2. Notification of any changes to the dates, times, location or cancellation of a future training session must be submitted to the department in writing and received by the department at least twenty-four (24) hours in advance of the scheduled starting time of the class. In the event that a session must be cancelled on the scheduled date, the department must be notified immediately followed by a cancellation in writing as soon as practical.

Please remember to notify us immediately of any cancelled training session per the regulations. It is not acceptable to fax us a list of “no-show” dates weeks after the scheduled sessions. Please also keep in mind that if you choose to provide training on a strictly “walk-in” basis, we expect that you will be present and are holding a training session that day unless otherwise notified as required regardless of whether or not anyone shows up. If DCJS conducts a field inspection and no one is there and no notice has been made, it may be considered a violation of the regulations resulting in investigative action. Additionally, please be certain to notify any students enrolled of a cancellation per your school’s written policy on file with the Department.

INSTRUCTOR INQUIRIES

Q: What should I do if a firearm re-qualification student has a valid firearms endorsement but fails to re-qualify during my in-service class?

A: The firearms endorsement card is only a verification of training. If a student fails to qualify, at a minimum you should attempt to notify the individual’s compliance agent (if applicable) and notify DCJS as soon as practical. Since the card is only a training verification and you do not report training not completed (or failed training), this, in effect, renders the endorsement card invalid. Training liability issues are much easier dealt with as proactive policy than reacting to litigation due to a failure to ensure public safety. For more information on this issue, please contact Burt Walker at Burton.Walker@dcjs.virginia.gov.

FROM THE INVESTIGATIONS TEAM

Locked doors during training sessions. We respect your interest in providing a safe, secure training environment for you and your students. However, DCJS must have unfettered access to all DCJS training sessions. Please review your procedures to ensure that we have a means to gain access to a session in progress. If you do not have front office staff on hand and lock your facility while conducting sessions, this may be as simple as providing us with a phone number we can call at the time of our arrival where someone will be able to answer and give access, or to have an intercom, buzzer or other device to reach you.

Bail bondsman and bail enforcement agent training. For those of you certified to offer these courses, the issue of “ride-alongs” has recently come up as a problem area in training.

Q: Can a bail bondsman or bail enforcement agent have a “ride-along” in the car while on duty performing a recovery?

A: No. The Code of Virginia offers no provision for a licensee who is in the act of recovering a bailee to bring a “ride along” or any person not licensed by DCJS to perform these services. Please ensure that you are providing clarification on this matter to your BB and BEA students. You may also wish to incorporate this into your entry-level exam.

Q: What about a licensed bail bondsman riding with another licensed bail bondsman on the latter's skip?

A: Yes they can, since they are also allowed to recover a bailee for another bondsman as provided for in:

§ [9.1-185.15](#). Recovery of bailees; methods of capture; standards and requirements; limitations.

A. During the recovery of a bailee, a bail bondsman shall have a copy of the relevant recognizance for the bailee. In the event a bail bondsman is recovering the bailee of another bondsman, he shall also have written authorization from the bailee's bondsman, obtained prior to effecting the capture. The Department shall develop the written authorization form to be used in such circumstances.

*Remember to send us e-mail with any stories or frequent student questions so we can share in the Instructor forum! For follow-up to this newsletter, **please do not use the "REPLY" button in your e-mail program.** You may send e-mail to us at: PSSTraining@dcjs.virginia.gov*